



## **Supplemental Summary Letter for FY2018 Annual HUB Report for Agency 739**

Texas Tech University Health Sciences Center (TTUHSC) is committed to making good faith efforts to support, promote and include Historically Underutilized Businesses (HUB) in the procurement process and acquisition of goods and services for the institution. Being a healthcare and research institution TTUHSC is challenged to find qualified HUB's that can fulfill professional medical services contracts, offer the specialized and major medical and laboratory equipment required by our clinical and pharmacy operations. To meet the challenge of finding and engaging qualified HUB's the TTUHSC-HUB Office provides internal departmental training, conducts vendor and purchaser training, requires HUB outreach/inclusion in all solicitations and participates in outreach activities across the State. HUB outreach participation has connected fourteen new HUB vendors; three African American, one Native American, one Hispanic American and nine non-minority women owned businesses with departments to place orders and new solicitation opportunity awards. Additional HUB outreach efforts successfully established new HUB vendors as a direct result of the awarded solicitations at ACCESS 2018 Spot Bid Fair. Through the State Mentor Protégé program TTUHSC-HUB Office continue to develop a good standing relationship with prime contractor mentor CDW and protégé HUB partner MPulse.

Outreach efforts in FY2018 included the attendance and participation at the following events:

- Texas Association of African American chambers of Commerce (TAAACC)
- Procurement Connection Seminar and Expo
- UNT System HUB Vendor Fair
- Lubbock Chamber of Commerce Business Expo
- Texas Department of Motor Vehicles HUB Vendor Fair
- ACCESS 2018 Business Expo

Creating HUB Awareness – continued TTUHSC's support and collaboration with other state agencies through the Texas Association of African American Chamber of Commerce and Texas Association of Mexican American Chamber of Commerce (TAAACC/TAMACC) via the memorandums of cooperation in addition to attending HUB Discussion Workgroup (HDW) teleconferences and holding the position of treasury for Texas University Coordinators HUB Alliance (TUCHA).

HUB Vendor Assistance – educate vendors to respond to solicitations and completing an HSP for HUB Subcontract opportunities. Assist Mentor Protégé HUB vendor with proper invoice submission to receive prompt payments. Update vendors contact information within internal system to ensure notification and submission of solicitation opportunities.

  
John Haynes (Sep 11, 2018)

John Haynes, Managing Director of Purchasing

  
SYLVIA BRADLEY (Sep 11, 2018)

Sylvia Bradley, HUB Staff Representative

